

T/III-I/M-1
19 March 1965

UNITED STATES INTELLIGENCE BOARD
COMMITTEE ON DOCUMENTATION

TASK TEAM III - WORKING GROUP ON TRANSLITERATION

Minutes of the First Meeting, 12 March 1965

Members or Their Representatives Present

CIA

DIA

NSA

ARMY

NAVY

AIR FORCE

CSS

- Mr. Henry Holz

- Mr. P. Thomas Koines

- Mr. D. E. Ashworth

- Mr. Wieslaw Arlet, ATD-LoC

- Secretary

Others Present

None

1. opened the meeting and requested that those present identify themselves, their organizational component and to say a few words about past experience and present assignments as they might relate to the transliteration problem.

2. The group then took up the Terms of Reference. emphasized that the initial task would be to define the problem in sufficient detail to permit its solution in a community-wide context. Towards that end, members were requested to study the Terms of Reference and be prepared to speak to them at the next meeting. The Terms of Reference provide basic guidance to the working group. However, if they do not adequately cover all aspects of the problem, the Terms of Reference can be amended accordingly.

3. A paper on transliteration was distributed by Mr. Koines. The paper relates to the methods and the consequent problems of transliteration in Greek, Russian, Japanese, Chinese, and Korean.

GROUP I

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The paper was prepared by the ONI Translation Section. Also, copies of the Romanization Guide based on the systems as used by the United States Board on Geographic Names which were obtained from the Department of State were distributed to members.

25X1 4. [] indicated that a paper which he had prepared on the transliteration problem was in reproduction and would be available in the near future. He spent a few minutes at the black-board outlining the problems of transliteration encountered by his agency.

25X1 5. [] summarized the problem as generally one involving convertability between systems. He noted that conversion on a logical basic, which is the way machines are programmed to operate, is impossible if ambiguity exists. Discussion of this problem, the need for one-to-one relationships in transliteration, and the need for reversability ensued. It was noted that in some cases while ambiguity induced by transliteration was statistically possible, it might occur infrequently if ever in the literature. It was suggested that frequency of occurrence be used as a criteria in determining tolerable levels of acceptability.

25X1 6. [] reiterated that the assignment for the next meeting of the working group is to specify requirements for transliteration as they exist in each agency. From these we will attempt to develop and specify the community needs. The next meeting will be held at CIA Headquarters in Room 2E45 at 0900 hours on 22 March 1965.

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Secretary

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